

**Conflict of Interest Compliance Certificate**

- A. DHS intends to avoid conflicts of interest or the appearance of conflicts of interest on the part of the Contractor, subcontractors, employees, officers or directors of the Contractor or subcontractors. Thus, DHS reserves the right to determine, at their sole discretion, whether any information received from any source indicates the existence of a conflict of interest.
- B. Either of the following instances would be considered a potential "conflict of interest", including, but not limited to any instance in the past, present or future:
1. Where pursuant to the Political Reform Act (Government Code Section 87100-87500), a DHS official has an economic interest in the Contractor and the official makes, participates in the making of, or uses his or her official position to influence the making of a decision involving Contractor, where it is reasonably foreseeable that the decision could materially affect the officials economic interest.
  2. Where pursuant to Government Code Section 1090 et seq., a DHS official participates in the making of a contract with Contractor and the official is financially interested in the contract.
- C. If DHS is aware or becomes aware of a known or suspected conflict of interest, the Contractor will be given an opportunity to submit additional information to resolve the conflict. A proposer or Contractor with a suspected conflict of interest will have five (5) working days from the date of notification of the conflict by DHS to provide complete information regarding the suspected conflict. If a conflict of interest is determined to exist by DHS and the conflict cannot be resolved or mitigated to the satisfaction of DHS, before or after the award of the contract, the conflict will be grounds for rejection of the proposal or termination for default of the contract.
- D. The term "interest" for purposes of conflict of interest shall include any ownership of a partnership, S Corporation, Limited Liability Corporation. An "Interest" shall also be evidenced by any loan; corporate, personal, secured or unsecured. The term "Contractor" for purposes of conflict of interest includes the Proposer/Contractor and Subcontractors, including the employees, officers and directors of these entities. The term "Subcontractor" for purposes of conflict of interest is limited to those individuals or entities who contract with the Contractor/proposer to perform any part of the Scope of Work in RFP Section I.
- E. Any form of ownership or interest held through the ownership of a publicly trade mutual fund shall not be deemed a conflict of interest solely on the basis mutual fund ownership.
- F. The proposer shall include in the Technical Proposal/Required Attachments this Certificate containing the original signature of an official or employee of the proposer who is authorized to bind the proposer.
- G. This Certificate will be incorporated into the contract, if any, awarded from this RFP. It is understood that this requirement shall be in effect for the entire term of the contract, including extensions, if any. The Contractor shall obtain a completed Certificate from any proposed subcontractor and submit it to DHS prior to approval of the subcontractor by DHS.
- H. **The Contractor and each subcontractor shall notify DHS, Medi-Cal Policy Division, at 714 P Street, PO Box 942732, Sacramento, CA 94234-7320 within ten (10) business days of any change to the information provided on this Certificate.**

- I. If the proposer has a suspected or potential conflict of interest, the proposer shall provide a description of the relationship, a plan for ensuring that such a relationship will not adversely affect DHS, and procedures to guard against the existence of an actual Conflict of Interest

The undersigned hereby affirms that: **(Check One)**

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The statements above have been read and that no conflict of interest exists that would jeopardize the ability of the firm to perform.

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A suspected or potential conflict of interest does exist, and additional information (as described in I. above) is attached along with a plan to address the possible conflict of interest.

Signed: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Type or Print Name of Authorized Representative:

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